

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS**

DIRECTOR'S REPORT

April 20, 2018

*Background notes for Monday, April 23rd, 2018
Park and Recreation Commission Agenda*

WELCOME BACK

Local elections were held on April 10th and Dave DiCicco and Chris Gerstel were both re-elected to the Park and Recreation Commission. Welcome back!!

MAY MEETING DATES

The Park and Recreation Commission meetings typically conflict with the Town Meeting schedule and holiday in May. The May 14th meeting conflicts with Annual Town Meeting/Special Town Meeting. The May 28th meeting would be on Memorial Day. New meeting times/dates will be schedule.

Town Meeting begins on Monday, May 7, and continues on Wednesday and Monday evenings until business is concluded.

ANNUAL RE-ORGANIZATION MEETING

The Park and Recreation Commission will nominate and vote to choose the Chairman and Vice Chairman of the Park and Recreation Commission at the start of their meeting.

ROSEMARY RECREATION COMPLEX MEETINGS

Typically, the PPBC reviews Rosemary Recreation Complex project details at their first meeting of the month, but have added a special session at their April 23rd meeting at 8:45 PM. Project Manager Mike Retzky also hopes to meet with Design Review Board about building signs on the same night.

LEAGUE OF WOMEN VOTERS WARRANT MEETING

The annual Warrant Meeting will be held on Monday, April 30 at 7:30 PM at Center at the Heights.

PARK RESTROOMS

The bid for proposals, for a contract starting July 1, only had one incomplete proposal submitted. The cleaning of the bathhouse at Rosemary Recreation Complex will be shifted to the new contract that covers cleaning of the High School, Pollard, and starting next school year, Newman. The park restrooms will go out to bid on their own, and a contract will be awarded to low bid if reference checks are appropriate. The existing contract remains in place through June 30th.

As of this writing, DPW Water Division expects to re-install water meters on April 21st, and then DPW Building Maintenance Division will turn water on at the park buildings and bubblers and have the cleaning company clean the restrooms early in the week of

April 23rd. The Building Maintenance Division also has a number of new replacement bubblers purchased and in temporary storage that they hope to install this spring.

DeFAZIO PARKING LOT

The contract for purchasing the additional barriers is at Town Hall for signatures and then a purchase order will be put in place and the order made. They come quickly after the order is placed. The DPW will add some additional concrete barriers and No Parking signs near the fuel island, as some people have tried to park within the driving lane for the island. DPW will also add bus parking signs to the fence near McLeod so it can be used for big events. The additional parking lot lights are purchased and waiting for installation by the Town electrician, with assist from the DPW bucket truck.

NHS ENVIRONMENTAL ACTION GROUP

I've met with a group of Needham High students who are working on solutions to littering and trash issues in Needham. They have created a sign (attached) to go on trail kiosks and at other trail locations. They are meeting with 5th graders at the Mitchell School to provide information and do a clean-up. They are posting signs at Needham High School for the Town-Wide Clean-Up.

POP-UP SKATEPARK

The skatepark pieces were delivered to the Pollard area on Wednesday, and our two instructors are getting it all prepared for use, including for the Skateboard EDU programs starting next week. The area also needs to be used for Street Hockey and Quickstart lessons, so the staff will be juggling a bit.
